



County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

June 2, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

31

JUNE 2, 2009

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

Dear Supervisors:

**PUBLIC LIBRARY: APPROVE VARIOUS REFURBISHMENT/RENOVATION
PROJECTS AND RELATED APPROPRIATION ADJUSTMENT FOR
COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT AT
THE CULVER CITY JULIAN DIXON, PARAMOUNT, DUARTE,
AND A C BILBREW LIBRARIES
(SECOND, FOURTH AND FIFTH DISTRICTS) (3 VOTES)**

SUBJECT

Approval of the recommended actions will address compliance with the Americans with Disabilities Act (ADA) to the existing Culver City Julian Dixon, Paramount, Duarte and A C Bilbrew Libraries.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that the Culver City Julian Dixon Library ADA refurbishment project and the Paramount, Duarte and A C Bilbrew Libraries renovation projects are categorically exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Sections 15301(a), (b) and (d) and Class 1, Subsection (d) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, because the projects involve minor interior alterations of the building involving no or negligible expansion of an existing use.
2. Approve the appropriation adjustment transferring the aggregate amount of \$315,000 to fund \$112,000 for the Culver City Julian Dixon Library refurbishment project (CP No. 87000) and \$203,000 to fund the Paramount, Duarte and A C

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

Bilbrew Libraries renovations through the Public Library Special Fund – Operating Budget.

3. Approve the Culver City Julian Dixon Library ADA refurbishment project (CP No. 87000) to address compliance with the Americans with Disabilities Act, with a total budget of \$112,000.
4. Approve and authorize Public Library and the Internal Services Department to proceed with the completion and delivery of the projects.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow the Internal Services Department (ISD) to complete four library refurbishment/renovation projects at the Culver City Julian Dixon, Paramount, Duarte, and A C Bilbrew Libraries to bring the facilities into compliance with the current Americans with Disabilities Act (ADA) standards.

The Culver City Julian Dixon Library ADA refurbishment project scope of work includes replacement of entry doors with new automatic ADA compliant doors; installation of interior and exterior ADA signage; replacement of rear ramp and hand rails for accessibility; and installation of required restroom accessories. In accordance with County policy, based on the estimated cost, the refurbishment project is considered a capital project. The project schedule and budget for the Culver City Library refurbishment project are detailed in Attachment A.

The proposed ADA renovations at the Paramount, Duarte and A C Bilbrew Libraries are each below the capital project cost threshold and will be funded from the Public Library's operating budget. The proposed scope, where applicable, for these three library sites include installation of interior and exterior signage, automatic door opening systems at interior and exterior entrances, restroom privacy partitions, hand rails, and accessible parking.

The work at all four libraries will be implemented through use of ISD Job Order Contracts (JOC) program.

Sustainable Design Program

The proposed Culver City Julian Dixon Library ADA refurbishment project will support your Board's Policy for Green Building/Sustainable Design Program to the extent feasible by using building materials that are composed of recycled materials; by replacing and/or upgrading the mechanical and electrical systems to optimize energy

efficiency; and by reducing the amount of demolition materials that would be disposed in landfills.

Implementation of Strategic Plan Goals

Approval of the recommended actions is consistent with the County's Strategic Plan Goals of Operational Effectiveness (Goal 1) and Community and Municipal Services (Goal 3) by investing in public infrastructure that will improve access to Public Library services.

FISCAL IMPACT/FINANCING

The total estimated cost for the ADA refurbishment projects at the four libraries is \$315,000.

Approval of the attached appropriation adjustment will transfer \$315,000 from Public Library Various – ADA Refurbishments Capital Project (CP No. 86994) to fund \$112,000 for the Culver City Julian Dixon Library ADA Refurbishment Project (CP No. 87000) and \$203,000 to the Public Library's Special Fund - Operating Budget through the Project and Facility Development Budget to fund renovations at Paramount Library (\$55,000), Duarte Library (\$61,000) and A C Bilbrew Library (\$87,000).

The four proposed refurbishment/renovation projects are fully funded by prior year Departmental net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with your Board's Civic Art Policy adopted on December 7, 2004, Civic Art fees do not apply to the Culver City Julian Dixon Library ADA refurbishment project (CP No. 87000) as the eligible project cost is less than \$500,000.

ENVIRONMENTAL DOCUMENTATION

The Culver City Julian Dixon Library ADA refurbishment project and the Paramount, Duarte and A C Bilbrew Libraries renovation projects, are categorically exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Sections 15301(a), (b) and (d) and Class 1, Subsection (d) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, because the projects involve minor interior alterations of the building involving no or negligible expansion of an existing use, including the addition of safety devices in conjunction with existing structures.

The Honorable Board of Supervisors
June 2, 2009
Page 4

CONTRACTING PROCESS

The proposed refurbishment and renovation projects will be delivered utilizing the ISD's JOC process.


IMPACT ON CURRENT SERVICES

Temporary library services will be provided at other nearby County libraries due to the libraries' closure for the period necessary to complete the refurbishments.

CONCLUSION

Please return an adopted copy of this Board letter to the Chief Executive Office (Capital Projects Division) and to Public Library.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:MDT:DL
DJT:AC:zu

Attachments

c: Auditor-Controller
County Counsel
Internal Services Department
Public Library

**PUBLIC LIBRARY: APPROVE VARIOUS REFURBISHMENT/RENOVATION
PROJECTS AND RELATED APPROPRIATION ADJUSTMENT FOR
COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT AT
THE CULVER CITY JULIAN DIXON, PARAMOUNT, DUARTE,
AND A C BILBREW LIBRARIES
(SECOND, FOURTH AND FIFTH DISTRICTS) (3 VOTES)**

I. PROJECT SCHEDULE

Culver City Julian Dixon Library

Project Activity	Scheduled Completion Date
Design	July 14, 2009
Jurisdictional Approvals	September 9, 2009
Construction Start	September 10, 2009
Construction Substantial Completion	December 31, 2009

II. PROJECT BUDGET SUMMARY

Culver City Julian Dixon Library

Project Activity	Proposed Budget
Land Acquisition	\$ -
Construction	
Low Bid construction Contract	\$
Job Order Contract	64,500
Change Orders	6,775
Departmental Crafts	-
Youth Employment	-
Construction Consultants	-
Misc. Expense	-
Telecomm Equip - Affixed to Building	-
Civic Arts	-
Subtotal	\$ 71,275
Programming/Development	\$ -
Plans and Specifications	\$ -
Consultant Services	
Site Planning	\$ -
Hazardous Materials	-
Geotech/Soils Report and Soils Testing	-
Material Testing	-
Cost Estimating	-
Topographic Surveys	-
Construction Management	-
Construction Administration	-
Environmental	-
Move Management	-
Equipment Planning	-
Legal	-
Construction/Change Order	-
Other:	-
Subtotal	\$ -
Miscellaneous Expenditures	\$ -
Jurisdictional Review/Plan Check/Permit	\$ -
County Services	
Code Compliance Inspection	\$ -
Contract Compliance Inspection	-
Design Review	-
Design Services	12,800
Contract Administration	-
Project Management	-
Project Management Support Services	-
ISD Job Order Contract Management	26,950
DPW Job Order Contract Management	-
ISD ITS Communications	-
Project Security	-
Project Technical Support	-
Office of Affirmative Action	-
County Counsel	975
Other:	-
Sheriff Job Order Contract Management	-
Subtotal	\$ 40,725
TOTAL	\$ 112,000

**PUBLIC LIBRARY: APPROVE VARIOUS REFURBISHMENT/RENOVATION PROJECTS
AND RELATED APPROPRIATION ADJUSTMENT FOR
COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT AT
THE CULVER CITY JULIAN DIXON, PARAMOUNT, DUARTE,
AND A C BILBREW LIBRARIES
(SECOND, FOURTH AND FIFTH DISTRICTS) (3 VOTES)**

FISCAL YEAR 2008-09

FINANCING SOURCES

CAPITAL PROJECTS – PUBLIC LIBRARY

Various Library Facilities ADA
Refurbishment Projects
A01-CP-6014-65044-86994
Buildings & Improvements
Decrease Appropriation \$315,000

Public Library's Operating Budget
Operating Transfer In
B06-PL-41200-96-9911
Increase Revenue \$203,000

Total \$518,000

FINANCING USES

CAPITALPROJECTS – PUBLIC LIBRARY

Culver City Julian Dixon Library ADA
Refurbishment Project
A01-CP-6014-65044-87000
Buildings & Improvements
Increase Appropriation \$112,000

Project and Facility Development
A01-CF-6100-10190
Other Financing Uses
Increase Appropriation \$203,000

Public Library's Operating Budget
Services and Supplies
B06 – PL – 41200 - 2000
Increase Appropriation \$203,000

Total \$518,000

JUSTIFICATION:

This Appropriation Adjustment transfers \$315,000 from Various Library Facilities ADA Refurbishments (CP No. 86994) to fund \$112,000 to the Culver City Julian Dixon Library ADA Refurbishment Project (CP No. 87000) and \$203,000 to the Public Library Special Fund - Operating Budget, through the Project and Facilities Development Budget, to fund the Paramount, Duarte and A C Bilbrew Libraries renovations to comply with Americans with Disabilities Act.

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S.
No. 060DEPARTMENT OF Chief Executive Office

2009

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2008-09

3 - VOTES

SOURCES

SEE ATTACHED DETAILS

USES

SEE ATTACHED DETAILS

SUMMARY TOTAL: \$518,000

SUMMARY TOTAL: \$518,000

JUSTIFICATION

This Appropriation Adjustment transfers funds from Capital Project No. 86994 to Capital Project No. 87000 and the Public Library's operating budget, to complete the refurbishment projects at four libraries, including the Culver City Julian Dixon Library, Paramount Library, Duarte Library and A C Bilbrew Library, for compliance with Americans with Disabilities Act..

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

David Jan Takata
David Jan Takata, Senior Manager, CEO

CHIEF EXECUTIVE OFFICER'S REPORT

31 JUN 02 2009

Sachi A. Hama
SACHI A. HAMA
EXECUTIVE OFFICER

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR -

ACTION

APPROVED AS REQUESTED

AS REVISED

✓
RECOMMENDATION

5/19/09

20

Debra L. Lipp
CHIEF EXECUTIVE OFFICER

AUDITOR-CONTROLLER BY

BY

Karen Shikuma

APPROVED (AS REVISED):
BOARD OF SUPERVISORS

20

NO.

194

April 8 2009

BY

DEPUTY COUNTY CLERK

31 of JUNE 02, 2009

SEND 6 COPIES TO THE AUDITOR-CONTROLLER